

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

CLASS PERIODS: 1

LAB PERIODS: 0

Enabling Objectives:

- 9.1 **IDENTIFY** the relationship between Education and Career Advancement in accordance with Bluejackets Manual, 21st Edition
- 9.2 **IDENTIFY** Educational Opportunities on Ship/Shore in accordance with Bluejackets Manual, 21st Edition

Trainee Preparation Materials:

A. Trainee Support Materials:

- 1. None

B. Reference Publications:

- 1. None

Instructor Preparation:

A. Review Assigned Trainee Material

B. Reference Publications:

- 1. Bluejackets Manual 21st Edition, ISBN 1-55750-050-9

C. Training Materials Required:

- 1. Transparencies
 - a. Class "A" School, 13-1-9
 - b. College Class, 13-1-12
 - c. Commissioning Programs, 13-1-15
 - d. Education/Career, 13-1-1
 - e. Enlisted Promotion Ladder, 13-1-2
 - f. LDO/CWO Program, 13-1-17
 - g. Navy Education Programs I, 13-1-8
 - h. Navy Education Programs II, 13-1-10
 - i. Off-Duty Education Programs I, 13-1-11
 - j. Off-Duty Education Programs II, 13-1-14
 - k. Pace Program, 13-1-13
 - l. Personnel Qualifications Program (PQS), 13-1-4
 - m. Rate Training Education Programs I, 13-1-3
 - n. Rate Training Education Programs II, 13-1-5
 - o. Rate Training Education Programs III, 13-1-7
 - p. Rate Training Manual, 13-1-6
 - q. Summary, 13-1-18
 - r. U.S. Naval Academy Insignia, 13-1-16

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

1. Introduction

RELATED INSTRUCTOR ACTIVITY

1. Establish Contact.

Write name on VAP board.

Introduce Yourself.

Furthering your education can prepare you for advancement, future jobs and will help improve your self-esteem. In this lesson, we will discuss various programs you can use to further your education. We will also discuss programs that can aid you in completing your high school education.

State Lesson Objectives.

Reference Bluejackets Manual 21st Edition, ISBN 1-55750-050-9.

2. Education and Career Advancement Relationship

- a. The Navy promotion system is based on competition. Education aids you in that competition for higher paygrades

2. Show Transparency 13-1-1, Education/Career.

- a. Show Transparency 13-1-2, Enlisted Promotion Ladder.

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

- b. Education, in the Navy, begins with recruit training and continues throughout your Naval career, whether it lasts for four years or thirty
- c. Every Sailor has been involved in a formal, or informal, on-the-job training (OJT) program at one time or another
- d. A good education will contribute to the effectiveness of those who work in the Navy's technical organizations
- e. Navy education opportunities provide non-high school graduates the ability to earn a high school equivalency certificate
- f. Every enlisted person must complete a training course or attend the equivalent school to become eligible for promotion

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

- (1) Navy's vocation/technical schools are only one phase of Navy education
- (2) Those not attending school can take Navy Training Courses (self-study)
- g. Those who want to learn and improve have unlimited opportunities in the Navy by:
 - (1) Taking correspondence courses
 - (2) Attending a wide range of schools, both within the Navy and at civilian educational institutions

3. Ship/Shore Educational Opportunities

- a. Rate Training Educational Programs

- a. Show Transparency 13-1-3, Rate Training Education Programs I.

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

- (1) Personnel Qualification Standards (PQS) Program contains:
 - (a) Minimum requirements for advancement to specific paygrades
 - (b) Practical skills and knowledge (occupational standards) you'll need for advancement in a general rate or rating
 - (c) Professional knowledge and practical work
 - (d) A career-pattern section that outlines the path of advancement for your rate
 - (e) A list of some of the schools you must attend
- (2) Training Manual

RELATED INSTRUCTOR ACTIVITY

- (1) Show Transparency 13-1-4, Personnel Qualifications Program (PQS).
- (2) Show Transparency 13-1-5, Rate Training Education Programs II.

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

- (a) Contains basic information about a particular rating
- (b) Covers the qualifications necessary for advancement by:
 - 1) Covering the material directly, or
 - 2) Directing you to some other reference
- (c) Used to study for advancement examinations
- (d) Navy schools use them as texts or reference
- (e) May be used as:
 - 1) References for questions in PQS

RELATED INSTRUCTOR ACTIVITY

- (e) Show Transparency 13-1-6, Rate Training Manual.

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

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| 2) Text for correspondence courses, or | |
| 3) Self-study manuals | |
| (3) Non-Resident Courses (NRTC) | (3) Show Transparency 13-1-7, Rate Training Education Programs III. |
| (a) A self-study, enlisted training course used with a training manual | |
| (b) Courses are issued and scored by the local Educational Service Office (ESO) | |
| (4) Navy Correspondence Courses | |
| (a) Designed as self-study materials | |

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

- (b) Courses cover a wide range of subjects, such as accident prevention, leadership, and the metric system
 - (c) Available without charge
- b. Incentive Education Programs
 - (1) Navy Schools
 - (a) Provide formal rate training
 - (b) Train personnel in a specific skill or for a particular job
 - (c) Divided into several classifications:
 - (1) Show Transparency 13-1-8, Navy Education Programs I.

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

- 1) Class "A" School - provides basic technical knowledge and skills required to prepare you for a Navy rating and further specialized training
- 2) Class "C" School:
 - a) Provides you with the advanced knowledge, skills, and techniques to perform a particular job in a billet
 - b) A Navy enlisted classification (NEC) code may be awarded to identify the skill achieved
- 3) Class "F" School - provides team training to officer and enlisted fleet personnel who normally are members of ship's company

RELATED INSTRUCTOR ACTIVITY

- 1) Show Transparency 13-1-9, Class "A" School.

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

- (2) Selective Training and Reenlistment (STAR) Program
 - (a) Program for those serving in critical ratings or those with critical NECs
 - (b) Program provides:
 - 1) Guaranteed early reenlistment
 - 2) Career designation
 - 3) A variety of school programs
 - 4) Automatic advancement
 - 5) Payment of a selective reenlistment bonus (SRB)

RELATED INSTRUCTOR ACTIVITY

- (2) Show Transparency 13-1-10, Navy Education Programs II.

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

- (c) Program requirements:
 - 1) Applicants must be E-3 through E-5
 - 2) Must have more than 21 months, but less than 5 years of continuous service
 - 3) Must be serving in their first enlistment
- (3) Selective Conversion and Reenlistment (SCORE) Program
 - (a) Used for people in ratings that are overmanned or have limited advancement opportunities
 - (b) It encourages them to shift into critical ratings

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

(c) Provides for:

- 1) School guarantee
- 2) Automatic advancement
- 3) Early reenlistment
- 4) Payment of SRB

(d) Program requirements:

- 1) Applicants must be E-4 through E-6
- 2) Must be within one year of expiration of obligated service

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

- (4) Assignment to School Incentive Program
 - (a) Has provisions to guarantee reenlistees a specific school
 - (b) Assignments to schools normally occur at the member's projected rotation date (PRD)
- c. Off-Duty Educational Programs
 - (1) Navy Campus
 - (a) Navy-wide system to coordinate voluntary, off-duty education and training programs and integrate them with on-duty education and training
- c. Show Transparency 13-1-11, Off-Duty Education Programs I.

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

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| <ul style="list-style-type: none">(b) Maintains a worldwide network of professional education specialists who assist Navy personnel in formulating their education plans
(c) Helps eligible personnel take advantage of the in-service educational benefits of the GI Bill and Veteran's Educational Assistance Program (VEAP) <p>(2) Key educational programs are:</p>
<p>(a) College Degree and Certificate Program</p>
<p>1) Navy students obtain academic degrees or vocational technical certificates by combining education, training, and work experience received in both civilian and military life</p> | <p>(2) Show Transparency 13-1-12, College Class.</p> |
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LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

2) Participating schools:

a) Waive residency requirements

b) Accept up to 70 percent of the degree requirements from non-traditional sources

c) Grant credit for military education and training as recommended by the American Council of Education

(b) Tuition Assistance (TA) Program

1) Provides financial assistance to eligible personnel who attend high school and post-secondary institutions on a voluntary, off-duty basis

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

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| 2) Other expenses (books and fees) must be paid by the student | |
| (c) Program for Afloat College Education (PACE) Program | (c) Show Transparency 13-1-13, Pace Program. |
| 1) Sailors at sea can take college courses from fully accredited college teachers living onboard ship | |
| 2) College credits are assigned and transcribed as if the courses had been taken on college campus | |
| (d) Instructor Hire Program | (d) Show Transparency 13-1-14, Off-Duty Education Programs II. |
| 1) Primary objective is to raise individual educational levels and to increase effectiveness on the job | |

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

- 2) Enables Commanding Officers to hire qualified instructors to teach on- and off-duty non-credit courses on a wide variety of subjects
- 3) The student pays no tuition
- (e) High School Studies Program
 - 1) Provides you, the Sailor, with the opportunity to:
 - a) Earn a diploma from your high school
 - b) Earn a certificate of high school completion, or

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

- c) Qualify for a high school equivalency certificate
- 2) Navy Campus pays all tuition
- (f) National Apprenticeship Program - enables enlisted personnel to register in and complete an apprenticeship in a civilian trade as related to their Navy rating
- (g) Defense Activity for Non-traditional Education Support (DANTES)
 - 1) A Department of Defense agency which supports the voluntary education programs of all the armed forces

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

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| 2) Provides many opportunities for special tests for academic credit, college entrance exams, and the graduate record examination | |
| d. Commissioning Programs | d. Show Transparency 13-1-15, Commissioning Programs. |
| (1) Certain enlisted men and women who are outstanding performers may qualify for commissioning programs | |
| (2) Everyone, who qualify, can take a full 4-year college course for a bachelor's degree, or through selection for officer training program, earn a commission in the Navy | |
| (3) Some of these programs are: | |

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

- (a) Naval Reserve Officers Training Corps (NROTC) Scholarship Programs

- 1) Designed to educate and train enlisted Navy personnel for careers as commissioned officers of the U.S. Navy Unrestricted Line (URL) and Nurse Corps

- 2) Personnel receive a scholarship to a college or university with an NROTC unit

- (b) U.S. Naval Academy (USNA) Program

- (b) Show Transparency 13-1-16, U.S. Naval Academy Insignia.

- 1) Each year, the Secretary of the Navy may appoint 85 enlisted men and women from the regular Navy and Marine Corps to the Naval Academy

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

- 2) Each year, the Secretary of the Navy may appoint 85 enlisted men and women from the Navy and Marine Corps Reserves (active or inactive) to the Naval Academy

- (c) Broadened Opportunity for Officer Selection and Training (BOOST) Program
 - 1) Supports the Navy's Affirmative Action Plan by offering enlisted men and women a comprehensive program of academic preparation for successful pursuit of a Navy or Marine Corps commission through the NROTC Program and the USNA

 - 2) Program does not guarantee your selection for the Naval Academy or NROTC, but it certainly increases your chances

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

(d) Enlisted Commissioning Program (ECP)

- 1) A full-time, undergraduate education program that provides enlisted personnel with some college credits the opportunity to earn a commission in the U.S. Navy Unrestricted Line (URL) or Civil Engineer Corps
- 2) If selected, you will attend a college of your choice and receive full pay and allowances
- 3) Candidates must pay all educational expenses

(e) Naval Reserve Officer Program

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

- 1) Programs lead to commissions in the U.S. Naval Reserve for enlisted personnel who possess a baccalaureate or higher
- 2) These programs are:
 - a) Unrestricted Line Appointment Program
 - b) Nuclear Propulsion Officer Program
 - c) Aviation Officer Candidate School Program
 - d) Navy Judge Advocate General (JAG) Corps Direct Appointment Program

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

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| <ul style="list-style-type: none">e) Chaplain Corps Direct Appointment Program
f) Civil Engineer Corps Direct Appointment Program
g) Nuclear Power Instructor and Naval Reactor Engineer Direct Appointment Program
(f) Active Limited Duty Officer (LDO) and Chief Warrant Officer (CWO) Program - principle enlisted-to-officer programs sponsored by the Navy that don't require a college degree
1) Warrant officers serve as officer technical specialist
2) Limited duty officers serve as officer technical managers | <ul style="list-style-type: none">(f) Show Transparency 13-1-17, LDO/CWO Program. |
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LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

- 3) Both programs select personnel from the senior enlisted paygrades
- 4) Warrant officers may seek appointment to commissioned officer status via the Active LDO Program
- (g) Medical Enlisted Commissioning Program (MECP)
 - 1) Gives active duty enlisted personnel an opportunity to complete the requirements for a baccalaureate degree in nursing
 - 2) Earn a commission as a Nurse Corps officer
 - 3) Personnel receive full pay and allowances for their enlisted paygrades while attending college on a full-time basis

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

- 4) Tuition, fees, books, and other expenses are paid by the candidates

(h) Seaman-to-Admiral Program

- 1) A new program that allows personnel another opportunity to become commissioned officers
- 2) Selected candidates are appointed as permanent Ensigns, U.S. Naval Reserves, after indoctrination at the officer's candidate school in Pensacola, Florida
- 3) Upon completion of initial sea duty and warfare qualification, officers are screened for selection for a college degree program

4. Summary

4. Show Transparency 13-1-18, Summary.

LESSON PLAN

Unit 13. EDUCATION/CAREER

X-XXX-XXX2 Rev B

Topic 13.1 Education/Career

DISCUSSION POINT

RELATED INSTRUCTOR ACTIVITY

- a. Education and Career Advancement Relationship
- b. Rate Training Educational Programs
- c. Navy Educational Programs
- d. Off-Duty Educational Programs
- e. Commissioning Programs

5. Assignment

- a. None

6. Evaluation

- a. None